

Request for Concept Papers from Missions and Washington Operating Units
Expanding Participation of People with Disabilities

I. Purpose Statement

DCHA/DRG/HR is seeking applications to **increase the participation of people with disabilities in USAID programs/activities and strengthen the capacities/services of local disabled people's organizations (DPOs)**, organizations run by and for people with disabilities.

Funds should be used to support projects and programs that will increase the participation of people with disabilities within the programs and strategies of USAID's missions or Washington Operating Units (WOUs).

Program areas could include, but are not limited to: agriculture and food security; democracy, human rights & governance; economic growth and trade; education; environment and global climate change; gender equality and women's empowerment and science, technology and innovation, among others. Capacity building programs for DPOs may include organizational capacity, advocacy efforts, cross-disability coalition-building and coordination, and leadership and training.

Missions and WOUs are requested to solicit applications for assistance as defined herein. All awards (grants or cooperative agreements) under this request for concept papers will be administered through, and managed by, missions or WOUs.

Subject to the availability of funds, the total estimated level of funding available for awards under this request is approximately \$4,000,000. **\$4 Million USD is the total amount available for all awards.**

We expect to fund individual programs in two categories: (1) **small fund programs ranging from \$20,000 to \$300,000** (not to exceed \$2.8 million); and approximately one to three **larger fund programs ranging from \$300,000 - \$600,000** (not to exceed \$1.2 million). Of the total amount available, **\$1,000,000** will be available to **develop, support, and strengthen sports programs for persons with disabilities.**

Applications should be from qualified U.S. or non-U.S. entities, such as private, non-profit organizations (or for-profit companies willing to forego profits), including private voluntary organizations, universities, research organizations, professional associations, and relevant special interest associations. **Local DPOs are encouraged to apply.** Preference will be given to qualified local DPOs and/or any of the above organization types that directly collaborate with and/or award sub-grants to DPOs while meeting the requirements for funding. Awards to U.S. organizations will be administered in accordance with (1) 22 C.F.R. 226, (2) OMB Circulars and (3) the USAID Standard Provisions for U.S. Nongovernmental Recipients. Awards to non-U.S. organizations will be administered in accordance with USAID Standard Provisions for Non-U.S. Non-governmental Recipients.

We strongly encourage missions/WOUs to disseminate information on the availability of funds through your website or other mechanisms, especially those available to the disability community, to ensure a broad distribution and more robust programming ideas. We encourage Missions and WOUs to meet with DPOs and other disability groups prior to disseminating information to identify priority programming areas of need.

Additional information on funding and the concept paper process can be found at the end of this solicitation.

II. Background

According to the World Health Organization (WHO), approximately 15% of any population has some form of disability with a higher incidence of disability in countries that are post conflict or disaster-stricken areas. Of the estimated 1 billion people throughout the world who have a disability, 80% live in less resourced nations.

People with disabilities have been marginalized from traditional development activities due to discrimination and environmental barriers, which have limited their access to health care services, education, employment, and civil society integration.

Previously, emphasis has been put on developing separate programs for people with disabilities rather than trying to integrate them into existing development activities. Although it may be necessary at times to develop separate programs to target specific needs of some individuals, the needs of people with disabilities are much like everyone else's and must be considered from the start in mainstream programs.

In 1997, USAID adopted a disability policy that advanced a clear vision and framework for the Agency's efforts in the area of disability inclusion. The policy states that USAID will not discriminate against people with disabilities and will work to ensure the inclusion and active participation of people with disabilities in USAID-funded programs and activities. The policy also calls on USAID missions to reach out to partners, host country counterparts and other donors to lead a collaborative effort to end discrimination against, and promote equal opportunity for, people with disabilities.

In July 2009, the US signed the UN Convention on the Rights of Persons with Disabilities ensuring its commitment to the human rights of people with disabilities around the world. To date, several of the countries in which USAID operates have also signed/ratified the Convention signaling a global movement towards the full realization of the rights of people with disabilities and their role in the international development community.

For more information about USAID and Disability Inclusive Development, visit:

<http://www.usaid.gov/what-we-do/democracy-human-rights-and-governance/protecting-human-rights/disability>

PLEASE NOTE: In order to streamline flow of information, please utilize the attached application and reporting formats.

III. Areas of Interest

The two main objectives of the disability funding are to increase the participation of people with disabilities in USAID programs and activities and to strengthen the capacity and services of DPOs.

Ideally, activities should compliment mission/WOU's strategic objectives and Country Development Cooperation Strategies and be guided by the values and provisions of the UN Convention on the Rights of Persons with Disabilities.

The lists provided under each heading are only illustrative - other innovative ideas are welcome.

A. Increase participation of people with disabilities in existing or new USAID programs.

Examples:

- 1) Promote participation of people with disabilities in democratic processes and elections.
- 2) Foster inclusion of children and youth with disabilities in mainstream education programs through teacher-training programs, adaptive technology, community outreach, etc.
- 3) Increase employment and economic opportunities for people with disabilities, particularly women with disabilities.
- 4) Build capacity of humanitarian relief workers and first responders to better incorporate the needs of people with disabilities in all disaster relief planning.
- 5) Improve national laws and policies to better reflect the inclusion of people with disabilities within countries.
- 6) Develop, support and strengthen sports programs for people with disabilities

B. Strengthen the capacity and services of DPOs.

Examples:

- 1) Improve the organizational capacity, financial management, human/material resources, strategic planning, fundraising, leadership and coordination of DPOs.
- 2) Support the development and/or strengthening of national and regional cross-disability networks and coalitions.
- 3) Support the establishment and/or strengthening of consumer-controlled disability resource centers (often referred to as “Independent Living Centers” in the U.S.) that promote the full independence and participation of people with disabilities in society.
- 4) Build advocacy skills of DPOs to increase the inclusion of people with disabilities in programs funded by USAID, host governments and other donors.
- 5) Provide training on the UN Convention on the Rights of Persons with Disabilities.

IV. Available Funds

Approximately \$4,000,000 in FY2012 ESF has been set aside for projects that address the program objectives as noted above.

If the proposed value of quality concept papers exceeds the amount currently available within DCHA/DRG/HR, additional funds may be made available in subsequent fiscal years. However, additional funds are subject to funding provided through a continued congressional directive. Proposed programs are encouraged to be integrated into existing mission or WOU programs and strategies.

Concept papers of the following amounts will be considered:

- **Small fund programs ranging from \$20,000 - \$300,000 (not to exceed \$2.8 million of total funding).**
- **Larger fund programs ranging from \$300,000 - \$600,000 (not to exceed \$1.2 million of total funding).**

Funds will be allocated to missions or WOUs as a result of successful concept paper review and approval and would be additive to mission OYBs through an allowance of funds from AID/W. Concept papers will be considered for “one time grants” with no expectations for follow-on funding.

V. Concept Paper Process

1. Individual missions, regional or technical offices/bureaus **solicit and review concept papers**. Missions/WOUs may structure the solicitation and review as they see fit and may use the recommended evaluation criteria listed below.
2. Missions/WOUs **send the concept paper(s)** they are interested in supporting to Leah Maxson, DCHA/DRG (imaxson@usaid.gov) with a copy to Rob Horvath, DCHA/DRG (rhovath@usaid.gov). Applications must be submitted in English and must use the required application form (attached).
3. **AID/W will select** concept papers submitted by USAID missions/WOUs, and will recommend allocation of funds to missions/WOUs according to the results of that process. DCHA/DRG will notify the funds and monies will be sent to the missions under an Advice of Budget Allowance (ABA). **Funds are notified under DCHA/DRG, IIP, 3.3.2-Social Services.**
4. **Final negotiations, awards and management** will be mission/WOU responsibilities. **As this announcement does not constitute a formal RFA or APS, the mission/WOU is responsible for meeting USAID requirements for competition.** Note that DCHA/DRG has an approved IEE, but that an S-IEE might be required at the mission level.

As DCHA/DRG will be providing the congressional notification on the funds (note that the language on the CN does not list individual countries nor does it cover special notification situations) as well as will be including the results within the Agency's PPR, we ask that missions/WOUs provide us with a copy of the award document and any modifications related to the project.

IMPORTANT:

Deadlines for submission of concept papers:

- **There is no deadline for submission of concept papers for the small fund program (\$20,000-\$300,000).** Applications will be reviewed in the order in which they are received and funds will be allowed until they are depleted (approximately \$2.8 million).
- **The deadline for the larger fund program (\$300,000 - \$600,000) is January 31, 2013.** All large grant funding applications must be received by USAID/W by January 31, 2013.

We will cease making awards when available funds are exhausted.

Proposal limit – Missions may submit **up to two (2) small fund proposals (\$20,000 - \$300,000) and no more than one (1) concept paper for the larger funds (\$300,000 - \$600,000).**

Non-conforming concept papers will not be reviewed. Due the volume of anticipated concept papers, the standard application form must be used. Please respect the page limits and only send in those concept papers that are pre-approved/recommended by missions/WOUs and that the mission/WOU is willing to manage.

Reporting on the funded program is required. Even if the funds are added to an existing program there is a one-page quarterly reporting requirement with an indicator table that is mandatory (form for each are attached). Please be sure that these reports are received by the

DCHA/DRG office in a timely manner so that impact and results can be communicated to Congress as well as included in the Agency PPR.

At least one person from the USAID Mission must have taken the e-learning course entitled “Disability Inclusive Development: An Introductory Course for USAID Staff and Implementing Partners”. – A condition of funding is that at one person at the mission/WOU must have completed the USAID E-learning course on inclusive development. Please include the name of this person and date they have completed the course (certificate of completion) when submitting applications. The course can be found at: <https://university.usaid.gov/>

IMPORTANT: Direct submissions of concept papers from applicants to Washington will not be considered. Applications must be submitted to Washington by missions or WOUs only.

VI. Recommended Evaluation Criteria
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Missions/WOUs may use the following evaluation criteria:

I. INFORMATION ABOUT THE APPLICANT (20 points)

To receive a full score of 20 points the organization will have:

- Extensive involvement in disability inclusion or be a Disabled People’s Organization.
- Previous experience in project management or managing activities related to those proposed in the concept paper.
- A clear understanding of the disability landscape and situation of people with disabilities in the country/region of programming.
- A clear mission set of objectives and orientation that is in line with proposed activities.

II. PROJECT DESCRIPTION (60 points)

To receive a full score of 60 points the project must:

- Show a clear link between the described need and the proposed activities.
- Describe the impact of the proposed project on existing USAID programs, activities or strategies.
- Define who will benefit from the project (children, youth, adults; people with disabilities or not; government institutions, families, local community, schools, etc; disaggregated by sex).
- Provide an activity schedule that is well-defined and realistic.
- Document what indicators (beyond the core indicators under IIP 3.3.2) will be used to show the project impact.

III. INTEGRATION OF PEOPLE WITH DISABILITIES (20 points)

To receive a full score of 20 points the organization will:

- Show evidence of linkages with existing disability programs or organizations in the country where activities are being proposed.
- Illustrate how people with disabilities have been/will be involved in the design, implementation and evaluation of the program.
- Ensure that women and girls with disabilities will participate in and benefit from activities.